

## CSO Solicitation No. 2144 - 2145 Construction Engineering and Inspection Services

THIS SOLICITATION IS BEING EXTENDED TO PREQUALIFIED FIRMS AND IS POSTED HERE FOR INFORMATION ONLY.

The Connecticut Department of Transportation (Department) is seeking to engage two firms to perform the Construction Engineering and Inspection services on the following projects:

- Project No. 0088-0177 consists of construction of the Busway from Main Street to Stanley Street in the City of New Britain. This project is currently scheduled to be advertised in July, 2011. The anticipated consultant start date is September 1, 2011 with an estimated completion date of April 30, 2012. The scope code for this project is "L".
- Project No. 0088-0178/0093-0166 consists of construction of the Busway from Stanley Street in New Britain to Cedar Street in Newington. This contract is currently scheduled to be advertised in June, 2011. The anticipated consultant start date is September 1, 2011 with an estimated completion date of March 30, 2012. The scope code for this project is "M".

Information regarding the licensing, certification and qualification requirements for these projects can be found in the "Construction Engineering and Inspection Information Pamphlet for Consultants" dated August 2008. (This Pamphlet can be found online at [www.ct.gov/dot](http://www.ct.gov/dot) under the publications link.)

Firms responding to this request should be of adequate size and sufficiently staffed and experienced to perform these assignments and will be required to provide the necessary staffing upon execution of the contract.

Please be advised that the Department currently utilizes Site Manager software for construction management reporting. Firms should also be familiar with the Department's construction policies as outlined in our Construction Manual. (This Manual can also be found online at [www.ct.gov/dot/construction](http://www.ct.gov/dot/construction) under the publications link.)

If your firm desires to be considered for this assignment, your submittal should consist of a one page letter of interest and ConnDOT Form CSO 255, along with a maximum of five (5) resumes, one of which must be that of the proposed engineer-in-charge, as well as assurance that he/she will be available for work when required and one should also be submitted for the Office Engineer. **Four (4) copies of the submittal are required and they must be either postmarked by, or, if hand delivered, received by 3:00 p.m. on June 16, 2011.** Included in the submittal must be a brief narrative summarizing your current construction inspection workload and a narrative description of proposed staff, qualifications, discipline experience and expertise in (1) bridge construction, structures and retaining walls; (2) highway construction; (3) maintenance and protection of traffic; and (4) familiarity with ConnDOT's construction inspection standards and procedures. Responding firms must also provide copies of the required licenses and certifications for the proposed inspectors, resident engineer, and office engineer showing that they are in current standing.

All firms are advised that the prime consultant must perform at least seventy-five (75) percent of the work with employees of the firm. Sub consultant assignments will be permitted for portions of the work up to twenty-five (25) percent of the agreement value.

You are advised that a disadvantaged business sub-consultant goal applies to these projects. The goal will be no less than twelve (12) percent of the agreement value for Project No. 0088-0177 and no less than eight (8) percent of the agreement value for Project No. 0088-0178/0093-0166. Within the submittal, you must include the designated certified Disadvantaged Business Enterprise (DBE) sub consultant(s) which you plan to use. The DBE sub consultant(s) must be currently certified by the Department. Sub

consultants may be used to comply with DBE requirements or perform specialized work. Joint venturing assignments will not be allowed. The selected firm will be required to document their good faith effort to provide opportunities for DBE firms to participate.

Prior to the negotiation process, the selected firm(s) will be required to have a Department-approved audit and affirmative action plan, as well as current corporate registration with the Secretary of State (partnerships excluded). The selected firm(s) will also be required to maintain insurance coverage from a firm satisfactory to the State of Connecticut. A minimum of five million dollars (\$5,000,000) Professional Liability Insurance coverage, with a maximum deductible of two hundred fifty thousand dollars (\$250,000), will be required. Proof of coverage must be submitted on acceptable insurance forms prior to the start of the negotiations process. The selected Firm shall also carry Railroad Protective Liability and Property Damage Liability Insurance.

Please be advised that the Office of Policy and Management has updated its contracting affidavits and certifications, as well as the timeline of when these documents are required to be completed, signed and returned. For the purposes of Form 1 (Gift and Campaign Contribution Certification), the planning date is defined as the date when the Commissioner granted approval to hire a consultant. For this project, the planning date is May 2, 2011. This is the date the selected firm must use when completing Form 1 at the time the agreement/contract is executed in accordance with the Connecticut General Statute (CGS) Section 4-252 and Executive Order No. 7C, paragraph 10. Please be advised that Form 5 (Consulting Agreement Affidavit), in its revised format (Rev. 02-01-10), must be completed and **one copy** should be submitted with your letter-of-interest package. Please do not staple or bind the affidavit in your submittal package. Forms 1 and 5 apply to all consulting agreements/contracts which have a total value to the State of fifty thousand dollars (\$50,000) or more in a calendar or fiscal year. Any consultant that does not make the certifications required under subsection (c) of CGS 4-252 or refuses to submit the affidavit required under subsection (b) of CGS 4a-81 shall be disqualified and the Department shall award the agreement/contract to the next highest ranked consultant or seek new submittals in accordance with subsection (d) of CGS 4-252 and subsection (d) of CGS 4a-81. Further information on these requirements can be obtained online at <http://www.ct.gov/opm> via the Ethics Affidavits link.

For all State contracts as defined in Conn. Gen. Stat. §9-612(g)(1) having a value in a calendar year of \$50,000 or more or a combination or series of such agreements or contracts having a value of \$100,000 or more, the authorized signatory to this submission in response to the State's solicitation expressly acknowledges receipt of the State Elections Enforcement Commission's Notice titled "Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitation Limitations" (Notice) advising state contractors of state campaign contribution and solicitation prohibitions, and will inform its principals of the contents of the Notice. The State Elections Enforcement Commission's Notice is attached hereto and hereby made a part of this solicitation.

Circumstances may require rescheduling or cancellation of projects and, should such action be necessary, ConnDOT would be under no obligation to provide supplementary work for the firms selected for these assignments.

The Department reserves the right to add additional projects of a similar nature for a separate selection should additional projects become available prior to the interview phase of the selection process.

Please be advised that firms must also be prequalified in the particular year a shortlist is finalized and/or a selection is made.

**All inquiries regarding this request for Letters of Interest shall be directed to Ms. Simone Cristofori of the Consultant Selection Office at (860) 594-3017.**